

**TENDER DOCUMENT**

Tender Form sold to:

M/S \_\_\_\_\_

Receipt No. \_\_\_\_\_

Date: - \_\_\_\_\_

**FOR SUPPLY OF MACHINERY & EQUIPMENTS FOR DEPARTMENT OF ENT  
DR. RKGMC-HAMIRPUR (HP)**

LAST DATE FOR RECEIPT OF BID	UPTO 05:00 PM ON 28/02/2022
BID OPENING DATE	02/03/2022 AT 02:30 PM

**Principal****Dr. RKGMC, Hamirpur-HP**

TEL No. 01972-222999

COST OF TENDER DOCUMENT

AT COUNTER Rs. 500/-

BY POST Rs.600/-

**Instructions alongwith Terms and Conditions:-**

1. Tender must be enclosed in a properly sealed envelope addressed to the Principal Dr. RKGMC, Hamirpur HP. **The tender must contain both Technical as well as Financial bid in a separate envelope.** The envelope must be superscribed as **“Tenders for the supply of Machinery & Equipments for Department of ENT”** and can be submitted by post or personally in the o/o Principal, Dr. RKGMC, Hamirpur on or before **28/02/2022 up to 05:00PM.** For any query regarding tenderer may contact Principal, Dr.RKGMC, Hamirpur, HP, personally on phone No.01972-222999.
2. The each & every page of tender document should be duly signed by tenderer.
3. All the columns of tender document shall be duly, properly and exhaustively filled in. The rates shall not be overwritten and in case of correction should be duly attested by the tenderer. In case bidder is not quoting the rates for some items, the word “Not quoted” should be clearly mentioned in the particular columns and no column should remain left blank. Any omission in filling of the column of rates may result in rejection of tender straightway and will not be considered under any circumstances.
4. **Bidders have to produce sample of all the items when and as desired by the Technical Committee.**
5. Earnest money for **Rs. 50000/- (Rs. Fifty thousand only) in the shape of FDR in the name of Principal, Dr.RKGMC, Hamirpur-HP** should be enclosed with the tender.
6. **The tender must be accompanied with G.S.T No, Pan Card, Income Tax Return last three years and Sales Tax clearance certificate of taxes upto 31 March of preceding year.**
7. The rates quoted should be F.O.R. destination Principal Dr. RKGMC, Hamirpur-HP
8. GST/excise duty or other charges should be indicated separately otherwise rates will be deemed to be inclusive of such taxes and no future increase will be allowed.
9. The branded products with requisite quality standard and certification will be given preference and the tenderer will have to produce authorization certificate from manufacturer or all India distributor.
10. The bidder will submit following undertakings & documents duly attached with technical bid.
  - i. Undertaking on firms letter head that he will not try to gratify any person of the department.
  - ii. Undertaking on stamp paper that his firm has not been blacklisted by any HP state Govt. Deptt./Central Govt Deptt.
  - iii. Bench price for the items supplied in any Govt. Deptt.
  - iv. Experience to supply the quoted items to HP state Govt. Office/ Central Govt/public sector undertakings etc.
  - v. Undertaking to the effect that the rates quoted are as per manufacturers rates and nowhere in India supplied the items at rates less than the quoted rates.
11. All photocopies of documents attached with the tender should be duly attested from a Gazetted officer/self-attested. **The original catalogues etc., should be enclosed with bid along with the compliance sheets for each item.** The index of the bid should give description of items quoted.
12. Inspection of premises of the firm may be carried out to ensure genuineness of the firm.
13. The tender shall be opened in the presence of tenderers or their authorized representatives.
14. The tenderers who do not fulfill the above mentioned conditions their tender will be straight way rejected.

15. The financial bids of those bidders will only be opened whose technical bids recommended by technical committee. The rates should be quoted inclusive of all taxes or with GST/ other taxes duly described.
16. The contract period of the tender is one year from the date of award of tender or till the finalization of next tender. In the event of tender being accepted the tender will be converted in to a contract and will be governed by the conditions of contract. The contract will last for one year but in the event of any breach of agreement at any time on the part of contractor, the contract can be terminated summarily by the Principal, Dr. RKGMC, Hamirpur-HP or otherwise without assigning any reasons and without compensation to the contractor.
17. The contractor will supply nothing but genuine articles described in the schedule as per specifications. The articles will be of the good quality equal and answerable in every respect to the specifications given. The contractor will be answerable for all complaints as regards quality.
18. Performance security will be obtained from the successful tenderer on the award of contract @ 10% of the value of the contract, in the shape of FDR duly pledged, from a commercial Bank. The performance security shall remain valid for a period of 60 days from the date of completion of contract.
19. 100% payment will be released within 21days against physical delivery of inspected/accepted articles duly sported with satisfactory inspection note and receipt of goods in good condition by consignee's site/destination.
20. The contractor must dispatch all the articles within 15 days of receipt of supply order.
21. The items supplied should be as per samples approved. The committee of this office will inspect all the items w.r.t specifications and quality standard as quoted in the tender.
22. Any dispute emerging from contract shall be subject to the jurisdiction of court at Hamirpur H.P. only.
23. Principal, Dr.RKGMC Hamirpur (HP) holds the right to cancel the tender at any stage without assigning any reason.

I/We hereby undertake to supply the goods/material at the quoted rates specified in the Schedule and within the time specified in the conditions of the contract. The terms and conditions given in the contract will be binding upon me/us in the event of acceptance of my/our tender.

Read and accepted

Signature of tenderer

**List of Machinery & Equipments required by Deptt. ENT, Dr.RKGMC Hamirpur (HP)**

<b>Sr.No.</b>	<b>Name of item</b>	<b>Qty.</b>
1	Microdebrider System	01 No.

## **Technical Specifications of Machinery & Equipments**

### **Microdebrider System**

#### **Console &Foot pedal**

Should be a versatile powered ENT system, that lets to choose the power required for various ENT related surgeries.

Should be able to operate different kinds of Hand pieces and high speed Drills.

The system should be user friendly and the parameters should be able to adjust from the control panel and the display should suggest operating parameters for a variety of ENT procedures.

One should be able to adjust the irrigation levels and bur/blade speed with the touch screen control.

Should have inbuilt pumps each for Irrigation(5Cc/ Min to 100Cc/Min)

Should have large Touch screen monitor

The various parameters should be able to adjust either from touch screen panel or from the multifunction foot switch.

System should have multifunction ergonomically designed foot control with light emission for easy identification.

Surgeon should be able to control from the foot control itself the Speed/ Mode, Forward/ Reverse Toggle active hand piece change etc.

System should have option for remote control Irrigation to operate from sterile area by the surgeon himself.

Should have in built user friendly interactive menu and illustrative help guide

Console should have inbuilt lens cleaning system for different type of endoscopes.

The system should be suitable for wide variety of procedures ranging from frontal sinusotomies to ultra -low speed oscillation for delicate airway cases.

System should be able to operate in forward at speeds up to 12000 rpm and 5000 rpm in oscillating mode.

System should be capable of accepting various types of blades and burs.

The system should have multi-function with integrated connecting cable, ergonomically designed foot pedal.

Console should take multiple Hand Pieces like debrider hand piece, High speed otological drill hand piece, stapes drill hand piece & micro saws

Console should identify Hand Pieces.

Should have the provision to mount the console on various sizes of IV poles

### **Debrider Hand piece :**

Should be able work up to the speed of 12000 RPM in forward rotation and 5000RPM in oscillation mode.

Should have fingertip control to rotate only the tip of the blade upto 360 deg.

Should have straight suction path to reduce clogging and allow efficient tissue removal.

Should have integrated blade locking system to lock the blade tip rotation.

Should have integrated side grooves and cable clips to provide better tubing management.

Should have Titanium body to avoid rusting.

Should be light in weight and ergonomically designed.

Should have different varieties of debrider Blades like straight, Curved blades range starting from 12 degree and available upto 120 degree.

Should have rotatable laryngeal blades in 2.9 mm, 4 mm with different length options for papilloma, laryngomalacia, trans-sphenoidal hypophysectomy

Should have for tonsillectomy Adenoidectomy, turbinoplasty blades.

Should have subglottic, tracheal, bronchial blades.

Should have straight cutting burs for adult & paediatric for sinus drilling

Should have diamond curved burs of different angle like 15, 40, 70 for anterior skull base surgery, trans-sphenoidal surgery

Should have curved burs for frontal sinus drilling

Should have DCR burs

### **Stapes/Middle Ear advance surgery Hand piece:**

Hand piece weight should not be more than 2 OZ.

System should have variable speed foot switch control.

System should be able to vary the speed up to 12000 RPM

Should be able work as an independent self-powered system and also have the option to work with the console.

Otologic burs should have color coding.

System should have the application in Middle ear or Stapes footplate surgery.

**Bipolar forceps with Suction:**

Bipolar forceps should be available in straight sizes of 105mm & 170mm with suction facility

Option of Up curve Bipolar forceps should also be available in 170mm with suction facility

Disposable suction tip should be available separately

Bipolar cable should be universal in nature

Any other accessory needed for maintenance of all the units mentioned.

Prices of different blades and burrs should be quoted separately also.

CE &US FDA Approval.

**Note:- During the warranty period of 3/5 years the Company Engineer will visit the Department for service without waiting for any complain and in case of complaint, the Engineer will attend the equipment within 48 hours without fail otherwise penalty @ Rs. 1000/- per day will be imposed by deducting the amount from performance security.**

### Annexure-A

#### CHECK List duly filled in to be attached with the Technical Bid

Sr. No	Particulars	
1.	Undertaking for Non gratification	Yes/No
2.	Non-blacklisting certificate on stamp paper	Yes/No
3.	Undertaking on letter head pad to the effect that rates quoted are as per manufacturer rates and items nowhere supplied less than quoted rates	Yes/No
4.	Whether a list of institution/organizations where your firm has supplied this item recently, is attached alongwith satisfactory performance certificate from those institution/ organizations.	Yes/No
5.	Certificate of having satisfactory service arrangement and fully trained staff as per clause	Yes/No
6.	In case you are manufacturer, have you enclosed the certificate	Yes/No
7.	Whether the prices has been quoted on the prescribed proforma.	Yes/No
8.	Whether all the undertakings as required in the tender document are enclosed	Yes/No
9.	Whether EMD as asked has been attached	Yes/No
10.	Whether Tender Document duly signed by the authorized signatory attached	Yes/No
11.	Whether the technical specification/original catalogues of the material are Attached.	Yes/No

Authorized Signatory:

Name of the firm/bidder:



**Annexure -B****To be enclosed with Techno-Commercial Bid**

## BIDDER PARTICULARS

Bidder Serial Number Allotted on Tender Document: \_\_\_\_\_

1. Name of the Bidder :
2. Address of the Bidder :
3. Name of the Manufacturer (s) :
4. Address(es) of the Manufacturer :
5. Name and address of the person :

To whom all references shall be made regarding this tender inquiry.

Telephone :

Telex :

Fax :

e-mail address :

Witness :

Signature

Name

Address

Designation

Company

Date

Company Seal

**ANNEXURE-C****PRICE BID PROFORMA**

<b>Sr. No.</b>	Name of item	Qty.	Cost of item	Taxes/Duties (GST & other)	Total

**It is certified that the cost of items shown above, has included all taxes/duties etc. and nothing above shall be charged over and above this cost.**

Signature of authorized person